

# TROY CIVIL SERVICE COMMISSION

## Minutes of Meeting October 15, 2013

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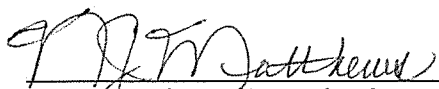
**Present:** Chairperson Rauh, Commissioners LaPosta and Conroy, Secretary Matthews  
**Guest:** Kristen Miaski, Human Resources Director, TSD

The meeting was called to order at 9:00 A.M.

- 1) Consider the minutes of the September 17, 2013 meeting. After review by the Commission, a motion was made by Commissioner LaPosta to accept the minutes. Seconded by Commissioner Conroy, all voted in favor, 3-0.
- 2) Consider a job specification tentatively titled Director of Facilities & Security (TSD). The position was previously established by the Commission. On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 3-0.
- 3) Consider a revised job specification for Greenskeeper (COT). The job specification was revised to include the requirement for a NYS Pesticide Applicator's license for the duration of employment in the title. On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 3-0.
- 4) Consider an MSD-222A submitted by the City of Troy to re-establish the position of Director of Code Enforcement. The City of Troy requested the re-activation of the title to facilitate the reorganization and the Bureaus of Code Enforcement and Engineering. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.
- 5) Consider an MSD-222A submitted by the City of Troy to re-establish the Assistant Greenskeeper position. The City of Troy requested the title be re-established after not filling the position for several years. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.
- 6) Consider a job specification tentatively titled Assistant Greenskeeper (COT). On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.
- 7) Review certification of the Troy School District payroll for 2013. The Commissioner expressed it's thanks to HR Director Kristen Miaski for her success in clearing any payroll questions for the school district for 2013. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted to accept the 2013 Troy School District payroll, 3-0.
- 8) Consider a request to provide an alternate test date for exams held on October 5, 2013, at the request of an applicant. Following a brief discussion, the Commission issued a tentative approval pending the receipt of a doctor's note from the affected applicant. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.

**The next meeting is scheduled for Tuesday, November 19, 2013, 9:00 A.M. Troy City Hall (cancelled).**

Respectfully submitted,

  
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Nancy Matthews, Executive Secretary

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William Rauh, Chairperson

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Frank LaPosta, Commissioner

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John Conroy, Commissioner